PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	5/8/20.	Prepared by:	SOWMYA
PO/WO no.	69281.	PO / WO Date.	30/7/20.
Supplier Name	Akshya Traders	PO/WO amount	13,924.
Firm/Company	SSllp	Project	Shllp
Sl. No.	Bill No.	Bill Date	Bill amount
1.	751	31/7/20.	13,924
2.			
3.			
4			
Amount A – Bills total(Excluding Transport & Hamali Charges):			13,924.

Sl. No.	DC No	DC. Date	MRN No.	DC matches MRN
1.	–	–	81711	☑ Yes ☐ No
2.				☐ Yes ☐ No
3.				☐ Yes ☐ No
4.				☐ Yes ☐ No

Amount B –Other Credits :_	–
Amount C –Other Debits :_	–
Amount D (D=A+B-C) – Amount to be credited to the supplier:	13,924
Amount E – PO / WO value:	13,924
Amount F – Difference (A – E):	–

Quantity received as per PO /WO	☑ Yes ☐ Excess received ☐ Short received ☐ Other (explained below)
Is difference between PO / Bill acceptable?	☑ Yes ☐ No (explained below)
Excess / short material received	☑ Approved – within acceptable limits ☐ No (explained below)
Close PO / W?O	☑ Yes ☐ No – wait for balance material ☐ No (explained below)
Advance paid / PDC given (deduct when paying)	☐ Yes – Rs._____ ☑ No
Payment – due date	**7.8.2020**

Remarks:

Approved by	Purchase Officer	Purchase Manager	Procurement Manager	M D	Accounts – receiver of bill	Accountant	Accounts Manager
Sign:	Sowmya						
Date	5/8/20						

Notes: 1. In case amount to be credited to supplier and the bills total does not match prepare JV for debit or credit. 2. Attach additional sheets if quantity of bills or DCs is more than the space provided. Clearly mark the space provided with 'see attachment'. 3. Purchase Officer can approve Pos/Wos upto Rs. 5,000/-, Purchase Manager and Procurement Manager to approve all bills from 5,000/- to 1,00,000/- . 4. Attach JV, Office copy of PO/WO, DCs and bills to this advice. 5. In Amount A, exclude transport, Hamali charges, etc and instead include in Amount B. 6. To be approved by accounts manager if bill value exceeds Rs. 10,000/- 7. MD to approve all bills above 1,00,000/-

TAX INVOICE

Cell : 9959611144
9381004542

AKSHAYA TRADERS

Suppliers : BOMBAY BROOMS, SPONGES, GOA ROPES,
BLUE SHEETS, DIAMOND MESH, FOAM SHEETS Etc.
H.No.6-4-392/1, New Bholakpur, Secunderabad-500 003.T.S.
GSTIN : 36BFYPA0121A1Z3

Invoice No. 751

Date 31/07/2020

Name Summit sales llp GSTIN 36ACQFS2044C1Z7

Address P.O No. 69281

State State Code

Recd 4/8/20

Sl. No.	PARTICULARS	HSN CODE	Qty	Rate	Amount	5%	12%	18%	Amount
1	Chicken mesh	1718	50	110	5500			990	6490
2	Bombay nails 2"	1718	50	70	3500			630	4130/-
3	Nails MC 2"	1718	50	56	2800			504	3304/-
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									

MODI PROPERTIES PVT. LTD. SEC'BAD
INWARD
No. 68106
Date 8/8

Certified by:
Stores Manager

INWARD
Inward No: 14664 Dt: 3/8/20
MRN No: 81711 Dt: 4/8/20
Received By: Sign:
SUMMIT SALES LLP

Mode of Payment :
Cash/Cheque/Cheque No

Total Amount	11800/-
Add CGST 9%	1062
Add SGST 9%	1062
Total GST	2124
Total Amount	13924/-

INWARD
Inward No: 14725 Dt: 14/8/20
MRN No: 82067 Dt: 14/8/20
Received By: Sign:
SUMMIT SALES LLP

Rupees In Words

Receiver's Signature A. [illegible]

For Akshaya Traders
Proprietor

Purchase Order

 30-07-2020 5:13:31 PM

69281
31.07.20 12:12:34

From Company : **Summit Sales LLP**
5-4-187/3&4,II nd floor,MG Road, Secunderabad-500003.
G S T No. : 36ACQFS2044C1Z7

Supplier Details			
Akshaya Traders	**Doc No**	69281	14758
6-4-392/1, New Bholakpur, Secunderbad	**Doc Date**	30-07-2020	
	Quote No	Nil	
GSTIN 36BFYPA0121A1Z3	**Quote Date**	30-07-2020	
9381004542 9959611144	**SupplyType**	Supply	

Kind Attn : A.Chandra Shekhar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	2076 - Carpentry - hardware - Chicken Mesh - NA - bundles	50.00	110.00	0.00	18.00	6,490.00
2	2054 - Carpentry - hardware - Bombay Nails - 2 In - kgs	50.00	70.00	0.00	18.00	4,130.00
3	2138 - Carpentry - hardware - MS Nails - 2 In - kgs	50.00	56.00	0.00	18.00	3,304.00
				Total Order Value . . .		**13,924.00**

Rupees : Thirteen Thousand Nine Hundred Twenty Four Only.

Terms and Conditions :-

Specification / Brand	As per details given in the quotation.
Payment Terms	After Delivery & Production of bill
Tax	All taxes included in above price.
Delivery Date	Next Day.
Delivery Location	Summit Housing LLP Cherlapally,Behind Kingston PG college, Hyderabad Phone. 9618244433, Hamendra,9502266233, Mahesh.
Penality For Delay	Nil
Transportation Cost	Transport cost shall be borne by us
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Stock maintaince purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	

For ***Summit Sales LLP***

Authorised Signatory

Name : ______________

Accepted the above Terms And Conditions

For ***Akshaya Traders***

Name : ______________

Date : __/__/____

Requisition Form

Company Name:	SSLLP		
Site & Phase :	SHLLP	Date:	28.07.2020
Supplier		Time:	16.00
Material required before date:		Req. No.	14758
		ID No.	~~#~~ 58792

No	Description	Size	Quantity	Units	Inward No	Date
1	CHICKEN MESH		50	BDL		
2	BOMBAY NAILS 69281	2"	50	KGS		
3	SS SCREWS 69282	32X8	30	PKTS		
4	SS SCREWS	38X8	30	PKTS		
5	MS NAILS	2"	50	KGS		
6	FOSRAC WATER PROOF CHEMICALS	20LTS	5	NOS		
7	69283					
8						
9						
10						

Remarks: FOR SITES AND STOCK MAINTAIN

Prepared By	SOWMYA	Approved by	
Sign.& Date	28.7.2020	Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

APPROVED BY
29 JUL 2020
SOHAM MODI
MANAGING DIRECTOR